

CAPEL PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING HELD ON MONDAY 14 DECEMBER 2015 AT 7.30pm IN THE COMMITTEE ROOM AT CAPEL

PRESENT: Mrs A Schryver (Chairman), Mr S McLachlan, Mr C Ball, Mrs P Dale, Mr D Cox and the Clerk

1 APOLOGIES FOR ABSENCE: Mr P Garber, Mr K Salter, Mr L Margetts, Mrs Lyne Ford, Cllrs Mary Huggins and Corinna Osborne-Patterson (MVDC Capel, Leigh & Newdigate)

2 IN ATTENDANCE: Cllr Helyn Clack (SCC Dorking Rural)

3 DECLARATION OF INTEREST: None.

4 POLICE MATTERS: There were no representatives of the police in attendance owing to holidays and sickness. Mr McLachlan said that following correspondence between the Parish Council and the Chief Constable regarding planned reductions of cover by police in rural areas, he had phoned to ask for more specific information. He was called back and told that:

- (i) a decision will be made within the next 2 months as to whether PC Mark Trezise will be retained;
- (ii) the local Inspector will have a bigger squad of police able to deploy on whatever events occur but will not have any dedicated rural officers. When asked how that would help in a rural community which needs to be patrolled on a regular basis, and on the scramble bikes purchased by the Parish Council for use by police, the spokesman said that other police personnel will be trained to use the scramble bikes;
- (iii) Country Watch is being continued and they are getting better software;
- (iv) Trevor Leggo of SSALC (Surrey & Sussex Association of Local Councils) had been to see the police and was talking about privately paid-for country wardens. Bolney in Sussex already has a local group of volunteer wardens.

Councillors discussed this further and it was pointed out that the police have not had their budgets cut as expected and yet are continuing with their plans to reorganise which apparently involves cutting the police service in rural communities. The Parish Council is unable to employ its own privately paid-for wardens as that would mean an increase in the precept. The possibility of having a volunteer group to patrol areas was discussed but that was not thought feasible given the necessity of having sufficient numbers of fit people with flexible availability. Looking to other organisations like the Forestry Commission or the National Trust for help with rural patrols within the Parish again is not feasible as the Forestry Commission has only 3 wardens for the whole of the South East and the National Trust has recently laid off one of its wardens. The possibility of erecting CCTV cameras in areas where there are ongoing problems was discussed. The Chairman suggested the Clerk be asked to write to Inspector Richard Hamlin outlining the Parish Council's ongoing concerns.

5 MINUTES OF PREVIOUS MEETING: Mr Cox asked for two amendments to be made to the minutes of the meeting of the Parish Council held on 16 November 2015. These were agreed and the minutes were adopted and signed by the Chairman.

6 PUBLIC QUESTIONS: No members of the public were present. County Councillor Helyn Clack thanked the Parish Council for their assistance during the year, looked forward to working together in 2016 and wished everyone a merry Christmas.

7 CLERK'S REPORT: The Chairman read the Clerk's Report which gave an update on matters raised at the previous meeting (**attached**). There was a brief discussion about the following numbered items:

5. It was agreed that Councillors and the Clerk would attend one of the PIYN (Police in Your Neighbourhood) briefings. The Clerk was asked to get an agenda and also to enquire whether any of the briefings would be held in or near Capel Parish Council's neighbourhood.
6. It was suggested that a laminating machine might be purchased for the Parish Office if no-one had a spare one.
10. The closure of Coles Lane was a matter of ongoing concern and it was suggested that the Clerk make further enquiries about this.
11. The request for signage to warn drivers of pedestrians on Coles Lane walking to and from the station is being progressed.

8 PLANNING APPLICATIONS: To consider planning applications received since 7 December and other planning matters.

Application MO/2015/1802: Lavender Cottage, Ockley Road, Beare Green. This is an application for the erection of a two-storey side extension. The site falls south west of Beare Green and lies within the Green Belt. Its location is east of the railway where it crosses the A29. In policy terms it is contrary to Green Belt Policy. It also fails any incremental test in terms of size and scale. However, given the location of Lavender Cottage and the proposed extension, the Parish Council has no problem with the size of the extension although no justification has been made for the extension to justify a policy departure. An additional issue relates to bat habitat. Should permission be granted, a licence will be required before any works can be considered for implementation. In summary, the proposal is contrary to National and Local Policies and no justification has been made to enable an exception to be made. The Parish Council therefore recommended that the application be refused.

Brook Cottage: The Parish Council had written a further letter of support for this application to MVDC and had sought the support of the District Councillors representing all the wards within Capel Parish when the application is considered by MVDC in January.

9. NEIGHBOURHOOD DEVELOPMENT PLAN: The criteria for consideration of sites has been published and sites have been submitted to the Chairman of the Steering Group. These will be considered by the Steering Group on 13 January prior to the **PUBLIC MEETING** for all residents of Beare Green, Capel and Coldharbour **on TUESDAY 26 JANUARY 2016 at Beare Green Village Hall starting at 7pm.** Banners and notices will be displayed in all three villages.

10 PARISH OFFICE UPDATE: The Chairman reported that building work on the Parish Office should be completed by the end of January and the Clerk would then be able to work from there. Three free filing cabinets had been obtained for storing files and archived records in the new office.

11 REPORTS FROM MEMBERS

Finance:

The accounts were agreed and signed for the period 17 November to 14 December and cheques were counter-signed by two councillors.

PAYMENTS (Cheques 1.12.15 & 14.12.15)	£	VAT
Neighbourhood Development Plan: (£370)		
Denzil Print, Coldharbour flyers – refund SM	59.00	
Image Co, A5 generic leaflets	140.00	
Y Christie, typing for PG	90.00	
Capel Village Hall, meeting room hires (2)	81.00	

Parish Office/Community Hall: (£9,537.20)		
MVDC, remove old equipment from hall – refund MS	128.00	
K Carter builders, refurbishment 1 st stage payment	5,000.00	1,000.00
Unit 4 Double Glazing, replacement windows	2,725.00	545.00
BBS Building Control, Parish Office/Hall inspection	116.00	23.20
Other payments:		
Newbridge Nurseries, replacement tree – refund JC	37.49	7.50
HP (UK), printer toners (2) – refund LB	73.00	14.60
HAGS SMP, replacement parts Capel Playground	72.00	14.40
Fred Evans, bench opposite Capel Post Office	440.00	
Capel Village Hall, hire of room for PC meetings (3)	108.00	
SSALC, Chairman’s Briefing 18.11.15	75.00	15.00
Stamps/signed-for postage – refund LB	13.40	
Jane Roberts, payroll July to December	90.00	
Wellers Hedleys, Temple Lane water easement	681.00	136.20
Wellers Hedleys, Sports Pavilion lease (CSP paid)	692.00	138.40
L Bignell, Clerk’s salary & miles	1,414.23	
HMRC, tax & employer’s NIC	486.52	
MVDC, rates on Youth/Parish Hall	136.00	
EDF Energy, Capel Bowls Club electricity	67.62	
Total	12,725.26	1,894.30
RECEIPTS (30 November bank statement)		
Public Works Loan Board, for Parish Office & Hall	80,971.65	
Sherlocks, re Peggy Toogood	450.00	
Sherlocks, re Stephen Mitchell	350.00	
C Smith, re tree work at Fir Tree Cottage	125.00	
Total	81,896.65	
Cash book/reconciled bank balance at 30 November 2015: £113,512.70		

Ward Matters:

- (i) **Beare Green:** An email had been received from the Beare Green Community Association concerning funding for the defibrillator and cabinet. Mr Ball had spoken to Councillor Michelle Watson who confirmed that she had raised the funding for the Beare Green defibrillator and cabinet.
- (ii) **Capel:** Nothing to report.
- (iii) **Coldharbour:** Mr McLachlan said the village society had organised a meeting with the Environment Agency who presented how they will enforce the monitoring of the water aquifers affected by the Oil Exploration, with the result that they are imposing the strictest possible regime they can with the maximum number of boreholes, and given oil prices currently it may be that Europa would not find it economically viable to do any drilling on the site.

12 URGENT MATTERS FOR A FUTURE AGENDA:

- (i) Councillor Helyn Clack mentioned the Government’s recent decision not to confirm Heathrow expansion which had been recommended as the preferred option in the independent report and there were concerns that this meant that Gatwick expansion may still be on the agenda.

- (ii) Mr McLachlan said he attended a presentation recently at which the speaker had emphasised the importance of disclosing non-pecuniary interests of spouses because the definition had changed recently, and all Parish Councils should be aware of this change. The Clerk was asked to find out more about this.

Any requests for agenda items should be notified to the Clerk one week before the next meeting.

13 CORRESPONDENCE: Various emails and letters had been forwarded to Parish Councillors since the last meeting and the following were of particular interest:

- (i) The Surrey and Rural Enterprise 2016 Conference in Woking. The agenda will centre on a new Rural Strategy for Surrey. If any Councillors wished to attend this conference they were asked to let the Clerk know.
- (ii) SSALC had issued their Training Programme for 2016 and possible attendance at some of these sessions was discussed.

DATES OF NEXT MEETINGS:

Finance Committee: 28 December 2015 at 7.30pm in Committee Room at Capel Village Hall.

Planning Committee: 4 January 2016 at 7.30pm in the Committee Room at Capel Village Hall.

Parish Council Meeting: 18 January 2016 at 7.30pm in the Committee Room at Capel Village Hall.

Clerk's Report

1. Crest Homes have not replied to our requests to place posts on the verge where Old Horsham Road meets Breakspear Gardens. Following two phone calls, an email was sent last week to Alan Penfold, the Development Director, asking for a response.
2. The only Monday meeting date next year that falls on a bank holiday is Monday 2nd May which would be a Planning Committee meeting. This can be moved to the Tuesday or Wednesday that week. This can be decided nearer the time as the meeting will take place in the new Parish Hall and does not need advance booking.
3. Following a query about flooding in Willow Close at the last meeting I went round to Willow Close after a rainy period and there was no standing water and no flooding. The sandbags which the occupier of the basement flat has used in the past were piled against the outside wall of the building and did not appear to have been used recently. Hyde Housing manages the estate and were contacted by Jackie some years ago to remind them to clear the gully inside the fenced off section between the houses at the end of Willow Close and the playing field on a regular basis. If there are any further incidents of flooding, I have the contact details for Hyde Housing.
4. Dorking Cycle Club who did a litterpick in Newdigate this summer did this as a "trial exercise". They failed to let Newdigate residents know in advance that they were going to do it. Once we have some dates for next year's litterpick we can contact them to see if they wish to help in Capel or Beare Green. The District Council has the equipment available for community litterpicking and we should put our order in for particular dates as soon as possible.

5. A letter sent to the Chief Constable about the possible loss of our rural police man has failed to elicit the requested “yes” or “no” response, so far. However, we have been urged to attend one of their Police in Your Neighbourhood Briefings. We need volunteers for one of these briefings: **Tuesday 5 January at Surrey Police HQ in Guildford, from 6 to 8pm or Monday 11 January at Reigate & Banstead Town Hall from 6 to 8pm**
I could do the Reigate & Banstead Town Hall on 11 January if required. If anyone can volunteer, we need to reply to the police to let them know who is coming.
6. The Dog Fouling notices have been amended as requested. Does anyone have a laminating machine so these can be displayed?
7. An email from a Beare Green resident detailed his concerns about the state of verges in Beare Green and along the A24. Clay has been asked to cut back any overgrown vegetation on the blind bend of the Old Horsham Road approach to the station, described by the resident as “the East side of Old Horsham Road in Beare Green by the wall of Breakspear Farm yard and the various barns to the South”. Visibility seemed unimpaired when I drove along this stretch of the road, however Clay said he would trim it back when necessary and on a regular basis. I have asked Clay to trim back the vegetation which has strayed onto the very narrow footpath from the Duke’s Head going south towards Newdigate Road. CPC own that piece of land according to the map. Going north from the Duke’s Head towards the petrol station there did not appear to be any problem when I observed it, so it may be that someone has already been along with secateurs and dealt with any overhanging vegetation.
8. Other maintenance work this month has been the planting of a tree near the Weald School to replace one that had been accidentally removed by CPC contractors.
9. Confirmation that Speed Watch can be carried out in Capel has been received from Bob Pangbourne.
10. A temporary closure of Coles Lane (at the entrance from the A24) by BT caused a very long diversion at the weekend. There had been no forewarning and no permission given for this closure.
11. The request for signage on Coles Lane to warn of pedestrians walking on the road to and from Ockley Station is being progressed with SCC.
12. An application for funding outdoor gym equipment for Capel Recreation Ground has been submitted under the Tesco Local Community Grant Scheme. Grants up to £12,000 are available.

Correspondence

1. An email advertising the Surrey Countryside and Rural Enterprise 2016 Conference in Woking on 10 March has been circulated. Discussion will centre on a new Rural Strategy for Surrey. Tickets are £54.
2. SSALC have sent their Training Programme for councillors and clerks for next year.